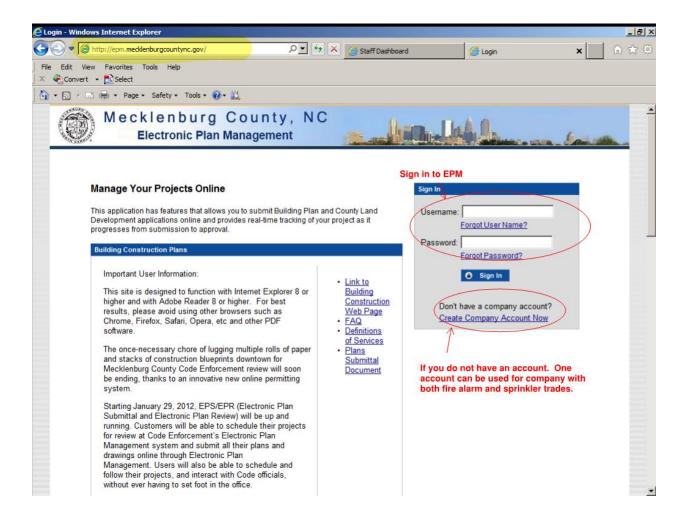# MECKLENBURG COUNTY
FIRE MARSHAL'S OFFICE

If you currently do not have an EPM account for your company you will need to go to this page at https://epm.mecklenburgcountync.gov/ and create a new account (for assistance setting up account click here). If your company does both fire alarm and sprinkler designs only one account is needed for access to EPM.

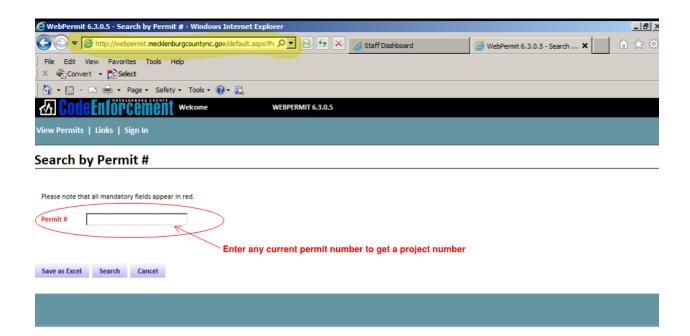Once an account is established just sign in and start the process.

MECKLENBURG COUNTY
FIRE MARSHAL'S OFFICE

NOTE: You must have an original project number to upload any drawings. To find the original project number click here.

You must enter a valid permit (building, electrical, plumbing, or mechanical) number. The permit numbers will start with a "B, E, P, or M". If the permit number starts with an "NR" it cannot be used, you will need to locate the original number or contact the GC/Project Manager for your job.
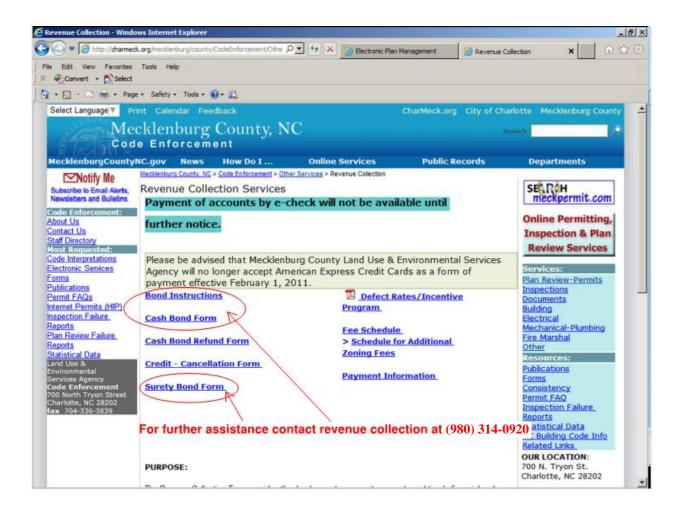
If your search results in CTAC in the project name refer to the CTAC submittal process link.
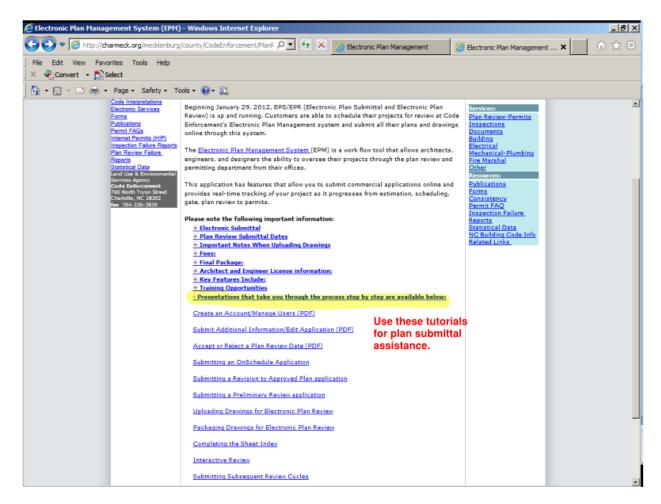
MECKLENBURG COUNTY
FIRE MARSHAL'S OFFICE

If you currently do not have a revenue collection account with Mecklenburg County you will need complete an application to open an account so that we may bill you once the review has been completed.

Click here to access the "Land Use Bond Form" or "Land Use Cash Bond Form". The instructions for these forms are right above them. Please see this form for complete details and information to contact Finance with any questions.
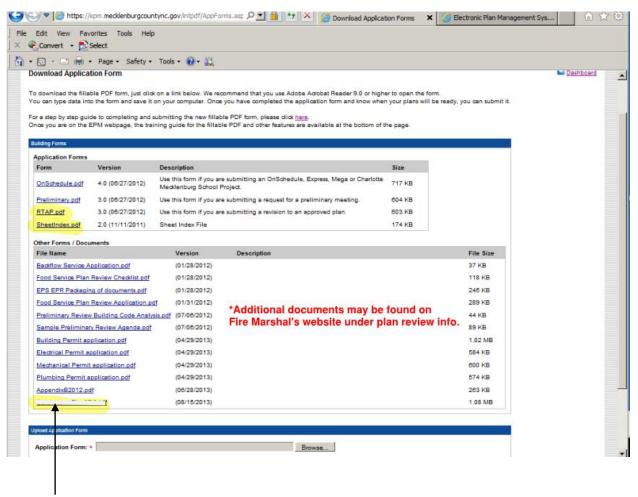
MECKLENBURG COUNTY
FIRE MARSHAL'S OFFICE

[Click here](#) to access EPM plan review tutorials.

MECKLENBURG COUNTY
FIRE MARSHAL'S OFFICE

Below is a list of required documents needed to complete the submittal process in EPM. The below information can befound once you are on your EPM Dashboard.

The Gate Keeper Checklist has been removed as required for your submittal.